

## **Minutes: Leesburg Planning Commission December 7, 2000**

The Leesburg Planning commission met in regular session on Thursday, December 7, 2000 at 7:00 p.m. in Council Chambers, 25 West Market Street, Leesburg, VA. Members present for this meeting were: Chairman G. Glikas, Vice-Chairman C. Vaughan, Commissioners: C. Cable, D. Kennedy Councilmember K. Umstattd and L. Werner. Absent was: K. Kearns and L. Schonberger. Staff members present for the meeting were: Mike Tompkins, Randy Hodgson and Jennifer Moore.

### **Minutes:**

Commissioner Kennedy made a motion to approve the November 16, 2000 minutes as submitted.

Motion: Kennedy  
Second: Vaughan  
Carried: 5-0

### **Petitioners:**

Ms. Peggy Forbes of 309 Wildman Street came forward to speak. Ms. Forbes stated that she is a member of St. John's Church, which is on the agenda to request a Special Exception to expand the cemetery as well as the Church. She stated that she would like to have a landscape plan in place prior to the commencement of work to expand the cemetery.

The Leesburg Environmental Advisory Commission (EAC) came forward to give the Planning Commission a brief presentation to explain what the Commission is all about and what it is focusing on in the future.

The Planning Commissioners made several suggestions to the EAC for how they would like the EAC to participate in the future.

### **Councilmanic Report:**

Councilmember Umstattd stated that she missed the last two Planning Commission meetings, because she was at the Transportation Coordinating Council and a rescheduled Northern Virginia Regional Commission meeting.

Councilmember Umstattd stated that at the Transportation Coordinating Council, it was brought up that VDOTs' commissioning an environmental impact study on a western by-pass, which would stop at Route 7. That has been a concern to the Council

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in the past because anything that stops at Route 7 does not go across the Potomac and the Town receives more traffic on Route 15.

Councilmember Umstattd stated that the Royal Self Storage application failed at the Council level. She stated that the issue that was discussed was whether it was appropriate infill and the majority of the Council felt it was not.

Councilmember Umstattd stated that the applicant for Leesburg Commons has agreed to dedicate an area of floodplain for ballfields and several members on the Council favorably received this, she did state that the Mayor was not in favor of the ballfield in the floodplain. This issue is still pending before the Town Council.

### **Public Hearings:**

None

### **Subdivision and Land Development Plan:**

None

### **Zoning Items**

None

### **Comprehensive Planning Items**

#### **SE 2000-09 – St. John’s Apostle Church**

Mr. Randy Hodgson gave a brief overview of the application. He stated that the site is located within the H-2 Corridor and a small portion of the property is within the H-1 Historic District.

Mr. Hodgson stated that in 1989 a Conditional Use Permit was granted, which allowed the development that exists. He stated that included in the Conditional Use Permit was a Parish Center, which exists, a Church with up to 900 seats, administrative and rectory building and the expansion of the cemetery.

Mr. Hodgson stated that since 1989 the Town’s Ordinance has changed, he stated that the Town no longer has Conditional Use Permits for this type of use; it would now fall under a Special Exception. He stated that the new Special Exception, if approved would replace the existing Conditional Use Permit.

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Mr. Hodgson stated that specifically the applicant is requesting an addition to the Parish Center, which was not shown on the original Conditional Use Permit. He stated that the applicant is also requesting to expand the cemetery. He stated that they have also requested to change the location of the Church and move it to the northwest corner of the parcel.

Mr. Hodgson stated that there were two agencies that commented on the plans. The Historic Preservation Planner mentioned that part of the application would be under the H-2 Corridor and subject to Board of Architectural Review. She also pointed out that the future Church is not aligned along the street in the same fashion as the other buildings along that street, and therefore is recommending that as part of the Special Exception that the Church be placed parallel to North King Street in line with other buildings along that street.

Mr. Hodgson stated that the only other agency to comment was the Utilities Department; they indicated that if this development were to go forward that the sewer lines would need to be analyzed to make sure that they have the capacity for the project.

Commissioner Cable asked who would analyze the sewer lines. Mr. Hodgson stated that it was his understanding that the applicant asked the Town to perform the analysis on the sewer lines. Commissioner Cable asked if that had been completed. Mr. Hodgson stated that it had not been completed at this time. Commissioner Cable asked what the remedy would be should the sewer lines not have the capacity. Mr. Hodgson stated that the applicants would have to have the sewer lines in that area increased.

Commissioner Cable asked if there were any additional space added to this plan that was not on the original plan. Mr. Hodgson stated that there is an additional 15,000 square feet for religious education that has been added. Commissioner Cable asked how often the addition would be used. Mr. Peter Luden, representative for the applicant, stated that the new building would be used as a school, three or four times per week. Commissioner Cable asked what were the proposed hours of operation for the school. Mr. Luden stated that it would be used during the day and early evening.

Commissioner Cable asked if the Parishioners were supportive of the application. Mr. Luden stated that as far as he was aware they are supportive. Commissioner Cable asked if the Parishioners have been told of the expansion. Mr. Luden stated that they had and are in support.

Councilmember Umstattd asked why Ms. Lalire felt so strongly about the orientation of the Church. Mr. Hodgson stated that historically that is the configuration of the

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buildings along North King Street and this would interrupt that continuous flow. Councilmember Umstattd stated that this parcel is where everything changes and at that point nothing is parallel.

Chairman Glikas asked what input the Architectural Review Board (ARB) would have on this property. Mr. Hodgson stated that their review would include the Church but not the other items on the application.

Commissioner Kennedy stated that he is not in favor of turning the building to be perpendicular with King Street. He also believes that this is a transition area and should be treated as such.

Commissioner Werner stated that she believes that the orientation of the building is an important issue and agrees with the Preservation Planner. She stated that this is the first street that delineates the beginning of the Historic District.

Chairman Glikas asked if there would be trailers on the site at any given time for the schools. Mr. Hodgson stated that he was not aware of a proposal for trailers.

Chairman Glikas asked if there are any transportation studies or information provided at this time. Mr. Hodgson stated that no comments were received regarding transportation. Chairman Glikas stated that he is concerned about the increase in usage of the site for school type purposes. Especially since there have been no days or times of use specified for this purpose, nor has there been an estimate of the number of students that may be attending classes. He believes that this information could raise transportation issues.

Chairman Glikas stated that would need to know how the school portion of the addition would be used. He needs to know how the increased traffic will impact King Street. Mr. Hodgson stated that as part of the Special Exception process the applicants are required to do a traffic study and it has been estimated as 50 auto trips between the hours of 9:00 a.m. and 5:00 p.m. daily and 225 trips between the hours of 5:00 p.m. and 7:00 p.m. on Saturdays and 675 auto trips between the hours of 7:00 a.m. to 2:00 p.m. on Sundays.

Chairman Glikas stated that he did not have an issue with the way that the building is proposed to be placed on the site, however he does believe that the ARB will have a great deal of input on the placement and it will be settled at that time.

Mr. Tompkins stated that he could have the Preservation Planner come to the next Planning Commission meeting and discuss the citing of the building. Chairman Glikas stated that the ARB is going to decide the direction of the building and not the Planning Commission.

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Commissioner Werner asked if the applicants had considered a landscape plan for the cemetery. Mr. Luden stated that they have and it would be similar to the existing landscaping.

Commissioner Werner asked Mr. Luden if he could speak to the citing of the church. Mr. Luden stated that they are concerned that if the building were to be placed parallel to the street they would have trouble with noise during the services. They are also concerned with the massing of the building.

Commissioner Kennedy stated that it is his feeling that it might be easier to expand on the building in the future were it not placed perpendicular.

Commissioner Cable asked if the footprint for the original proposal and the current footprint are the same. Mr. Luden stated that they are the same.

Commissioner Cable stated that she would like to have specifics with regard to the proposal for the classroom area including usage, hours and days of the week. Father Brooks the Pastor for St. John's stated that right now the church is accommodating 800 plus students from Kindergarten through 12<sup>th</sup> Grade for religious education purposes. He stated that it is not a daily school situation and the result is that the school is used on Tuesday's, Thursday's and Sunday's with the probability of having to expand to another day of the week. Father Brooks stated that all 800 students do not come at the same time.

Father Brooks stated that the current facility was designed for 300 students and they now have 800. He stated that the traffic that seems to concern the Commission is spread out over several days of the week except for Sunday's, which is the normal worship service time. Father Brooks stated that the facility is currently used during the week for other purposes such as adult programs, senior citizen programs and a small day care facility.

Chairman Glikas asked if the church expected those programs to grow in the future. Father Brooks stated that the parents would like to see the day care facility expanded.

Commissioner Cable asked Father Brooks to explain what the function was of the Parish Center. Father Brooks stated that that is a term that they use for the facility. He stated that there are a few classrooms in that facility used for religious education, meetings and adult education programs. He stated that the facility has a hall that will seat 400 people which is used for the Sunday services because the Church on the corner of King and Union Streets does not accommodate the number of people that attend.

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Commissioner Cable asked what the applicants what material would be used when constructing the building. Mr. Luden stated that it would be similar to the material on the existing building, which is brick.

Commissioner Cable asked where the entrance of the building would be located. Mr. Luden stated that it would be to the east facing the parking lot.

Commissioner Cable asked if the Special Exception that is being applied for would cover all of the uses that are currently underway at the facility. She also asked if it would cover any future accessory uses. Mr. Hodgson stated that the Special Exception currently before the Planning Commission talks about churches and cemeteries. He stated that the ancillary uses are part of the church. Mr. Tompkins stated that he felt certain that the day care facility would be covered under this Special Exception. Commissioner Werner asked if the applicant decided to increase the school services to an accredited K-12 school would they need to return to amend their Special Exception. Mr. Hodgson stated that they would need to amend the Special Exception because the impact would be much greater.

Ms. Peggy Forbes, parishner of the church, came forward to speak. Ms. Forbes stated that the parish as a whole has not been informed of the proposed changes. She stated that she just received a letter speaking of the cemetery expansion but not many details.

Chairman Glikas suggested that Ms. Forbes get in touch with staff and the applicant so that she can receive more detailed information regarding the project.

Chairman Glikas asked where the Commission stood on this item. Mr. Tompkins suggested that the item be deferred to the December 21, 2000 meeting, and in the mean time staff would try and address some of the issues raised at tonight's meeting.

### **Old and New Business**

Commissioner Cable stated that at the present time the Town Plan refers to all undeveloped sites as infill. She stated that there are times when an infill issue comes before the Commission and they Commission feels that it is not something that they would like to see on a certain site or they would like to see something more specific, which leads her to believe that there is a need to review the Town Plan, specifically with the infill parcels in mind.

Commissioner Cable is asked that consideration be given to a review of the Town Plan specifically for non-residential infill. Councilmember Umstattd suggested that staff look at the residential infill along with non-residential. Mr. Tompkins stated that he would look into a review.

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Commissioner Kennedy stated that it would be helpful to him and the Commission to receive minutes or actions from the Council meetings in their packets.

Commissioner Werner stated that the Council minutes are on the website, however they are not kept up to date.

Commissioner Cable stated that she would like to have a brief summary placed in the Planning Commission packets of action taken by the Council.

Chairman Glikas stated that he does not want to create another thing for staff to take on. He stated that he would just like to see the approved minutes placed on the website as soon as they have been approved.

Mr. Tompkins stated that one of the recommendations from the IT Department in the mid-year budget is for an in-house web master. He stated that if that position is approved at mid-year then the minutes and other items should appear on the web in a timelier manner.

Commissioner Werner asked if staff is any closer to placing the Planning Commission minutes on the internet. Ms. Moore stated that the Planning Commission minutes are on the internet and have been since the meeting of November 16, 2000.

Commissioner Werner asked if the Planning Commission's requests have been given to the IT Committee. Commissioner Cable stated that the Planning Commission is waiting on a survey from the Committee.

Chairman Glikas recommended that each Commissioner make a short list of what they would like and present it to the IT Committee. The other Commissioner's agreed.

### **Committee Reports**

Commissioner Cable stated that she handed everyone notes on the meeting that she attended for the Chairman at the Committee Chairs meeting. She stated that she commends the Mayor for holding that meeting; she believes that it is an excellent source of information.

Commissioner Cable stated that the Mayor felt that the Town was not doing a good enough job of thanking past members of Boards and Commissions and would like to consider having an annual appreciation dinner for Boards and Commissions.

There being no further business the meeting adjourned at 9:35 p.m.